

MUNICIPAL HOUSING AFFORDABILITY MATCHING FUND

2019 Program Guidelines

The Tompkins County 2019 Annual Budget includes \$45,000 to support municipalities working to address the community's housing shortage. In particular, this program is intended to:

- Increase the number of municipalities applying for state or federal funding related to housing affordability including Community Development Block Grants (CDBG), HOME, and New York State Consolidated Funding Applications (CFA), and to increase the success of these applications.
- Increase the amount of housing that is available and affordable for Tompkins County residents.
- Increase the development of housing in Tompkins County locations with low transportation costs, and access to existing infrastructure and amenities.
- Improve and maintain the affordability of existing housing.

Applicant and Project Eligibility

The proposed project must meet all of the following minimum requirements:

- Only municipal governments are eligible to apply for these funds
- The project must support housing affordability
- The County cost will be no more than 90% of the total project cost
- Projects must have a reasonable expected completion date within 9 months of award date.
- Projects may request no more than \$10,000 in county funds.
- The project must be one of the following 4 project types:
 1. Hiring consultants or staff to write and/or administer grants
 2. Hiring consultants or staff to improve zoning
 3. Infrastructure studies
 4. Infrastructure improvements

Project Priority Criteria

The proposed project must substantially address at least two of the objectives in each of the following three categories:

- Impact on Housing Affordability
 - Ability to complete project in less than 9 months
 - Address housing shortage for underserved market segments
 - Increase neighborhood diversity (unit types, price points, underserved groups)
 - Increase supply of affordable housing
- Supports Tompkins County and Local Comprehensive Plan
 - In or near a Development Focus Area
 - Compatible with Municipality's Comprehensive Plan
 - County or Locally adopted Energy Goals
- Local Match and Support
 - Cash or In-Kind match of no less than 10%
 - Support from Planning Board, elected body, Town Supervisor or Mayor

Process

Project proposals will be accepted by the Tompkins County Department of Planning and Sustainability on an on-going basis. Project proposals will be reviewed March 11th and May 6th. Projects that propose using ≤ \$5,000 of County funds will be reviewed by Department of Planning and Sustainability Staff based on the Project Eligibility and Project Priority Criteria. The Commissioner of Planning and Sustainability will be authorized to approve applications for ≤ \$5,000 that clearly meet the letter and intent of the program. Projects applying for more than \$5,000 will be brought to the relevant committee of the Tompkins County Legislature and then to the full Legislature for approval.

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